



**A GUIDE TO
CAMPUS LIFE**

Welcome to life on campus.

The following information is a short version of your student handbook. Not all information that is in your handbook is included in this short version. This book is meant to be a reminder of the rules and expectations on campus.

All staff at WWRC are here to help you. You are assigned a case manager to help you plan and manage the services that you are seeking.

My case manager's name is _____

His/her telephone number is **(540) 332 -7** _____

My address at WWRC is:

NAME: _____

Box W - _____ WWRC
(your box number, if you have one)
P.O. Box 1500
Fishersville, VA. 22939

LEARNING THE RULES

.....Orientation and Assessment

All students that come to WWRC will have a two-day orientation to the rules and expectations of campus life. You must complete all areas of orientation before you can move from Level 2 to Level 3.

Students here for training will also complete a three-day assessment of their life and independent living skills to determine future training needs.



STARTING OUT.....

There are 3 levels of Residential placement.

Students coming to WWRC start out at Level 2.

You can earn an increase in Level and privileges by demonstrating mature behavior and meeting the behavior expectations of WWRC.

LEVEL 2 PRIVILEGES

LIVE IN BARNETT HALL

Curfew is 11:00 pm.

Client ID has a RED sticker.

Room inspections are
3 times each week.

Staff assigns your roommate.

Require a pass from case manager for all off campus and over night activities that are NOT a part of your training class or Center sponsored activity. You must follow sign up procedures.

May visit with SAME SEX, Level 2 peers until 11:00 pm in the Barnett Hall dorm rooms.

May NOT be in Carter Ashley Hall except to attend required classes.

May sign up for late night activity on Friday and Saturday.

May participate in Leisure trips.

May request a pass to walk to 7-11 from YOUR case manager. Must return to campus by dark.

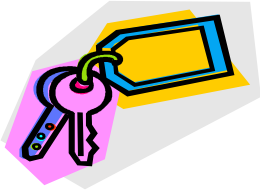
May request a pass from YOUR case manager for the lake/trails and for daylight walking in approved areas around campus. Must return to campus by dark.

May NOT receive a pass to the Cottages.

May have Internet email access only in Marscher Lab.

LIVING TOGETHER

..... RULES FOR DORM LIFE.



Don't loan your keys to anyone.
Keep your room locked.
Lock up your money, medicine and other valuables.

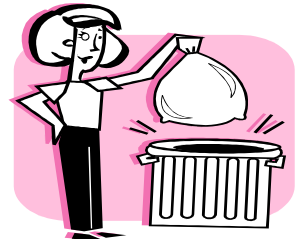
Keep your room neat and clean -
sweep, mop, dust, empty trash, clean the
sink and mirror, make your bed, put
your clothes away



Cleaning supplies are in
the hall closet.
Ask staff for help if you don't
know how to clean.



You can tape pictures and posters
on the **INSIDE** of your closet door
NOT ON THE WALLS.



QUIET TIME IS 10:00 pm
Turn off music or use headphonesSHHHH!!

11:00 pm is CURFEW
you need to be in your room



SGA

WANT TO MAKE A DIFFERENCE??

Join the Student Government Association. Your opinion matters!
You're already a member.....All you have to do is get involved!!!!

MY SPACE.....In your room, you can have:



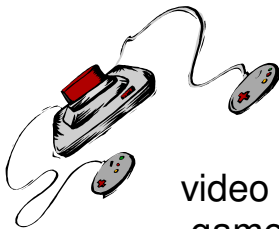
small
TV



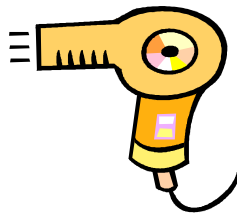
computer



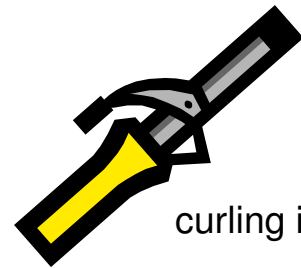
small stereo



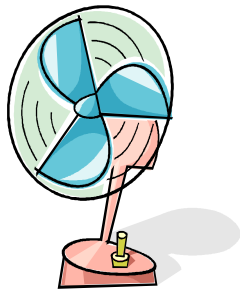
video
games



hair dryer



curling iron



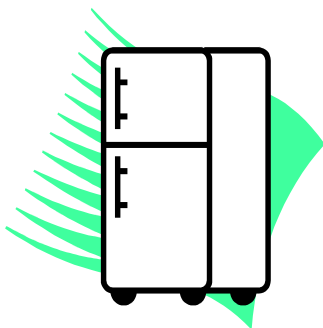
fan



coffee maker



razor



small refrigerator



NO
microwave

NO Extension cords – use power strips
with surge protection.
ALL appliances **MUST** have an automatic
shut off switch.

THINK.....BEFORE YOU ACT!

.....Behavior Expectations.

We want everyone on campus to feel safe and happy.

ACTIONS.....
SPEAK LOUDER THAN WORDS!

WHAT CAN I DO TO HELP?

WALK, don't run on sidewalks.

If you must spit, don't spit where people walk.

Think safety first, don't horseplay or "play" fight with others.

Stay grounded, don't swing on walkway rafters.

Close the blinds in your room after dark.

Be nice, don't use profanity, abusive or derogatory language.

Keep cell phones on vibrate during class times. NO Talking on cell phone during class time, in dorm lobbies, training lobby, student health lobby or serving line.

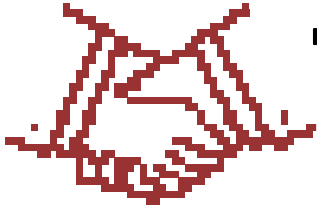
Smoke in designated areas only. Don't use tobacco in any building.

ALWAYS WEAR YOUR STUDENT NAME TAG when not in your room. This is for your safety.



FRIENDS AND STRANGERS

.....DEALING WITH RELATIONSHIPS.



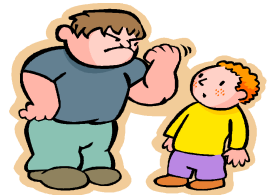
Treat others with respect.

Do not discriminate.

Do not use sexually inappropriate language.

Practice self-control.

**Do not threaten, intimidate
or bully others.**



Do not talk badly about others.



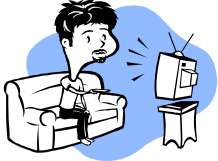
Do not gossip.

**Do not show intimate
affection in public.**



KICKIN' IT

In the RECREATION HALL you can.....



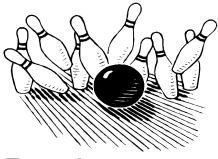
Watch TV



Play video games



Play cards or
board games



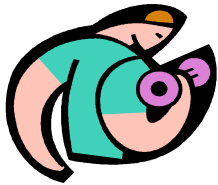
Bowl



Swim



Play pool



Use Weight Room



Socialize



Use Wireless Internet

FREE

There is NO CHARGE to check out equipment.
Bring your WWRC name tag

Monday through Thursday

8:30 am to 10:30 pm

Friday

8:30 am to 12:00 midnight

Saturday and Sunday

11:00 am to 10:30 pm



SCHEDULED ACTIVITIES BEGIN AT 4:00 PM.

**Welcome to
Late Night...**

The hours that the Rec. Hall remains open for Friday Late Night Activities are dependent upon the availability of staff. The schedule is subject to change. You must sign up at Rec. Hall desk by 10:00 pm.

Late Night activities on Saturday will continue to be offered in the residence areas. You must sign up in the Barnett Hall lounge before 11:00 pm. There is limited seating available.

LET'S EAT

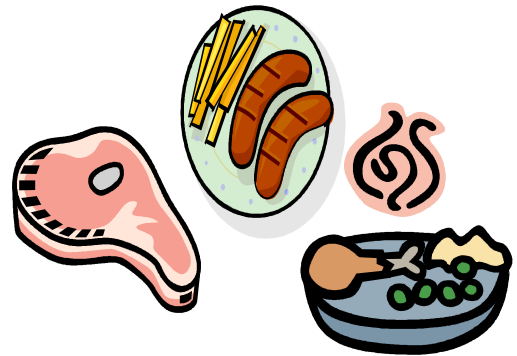
.....CAFETERIA DINING
ALL YOU CAN EAT.....Vegetables
Salad Bar
Beverages



CAN I HAVE MORE?

seconds

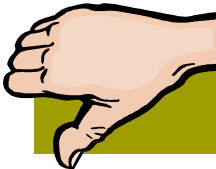
1 more
Entrée
per meal



Only 1 dessert per meal



1's the limit



You can take
fruit out of
the cafeteria



Don't bring cups, sodas, or food
containers with you.

Don't sit at end of table – don't
block aisles.

Don't use cell phone or headsets
in serving line.

NOTHING ELSE.

You need your **NAME TAG**
to be served.

OPEN

Breakfast	M-F	6:40 to 7:45
Lunch	M-F	11:20 to 12:30
Dinner	Mon-Sun	4:40 to 5:30

BRUNCH	Sat/Sun	10:00 to 12:00
--------	---------	----------------

STYLIN' AND PROFILIN'

.....YOUR APPEARANCE AND DRESS CODE



Your clothes should be clean and fit properly.

Clothes should cover personal body parts and underwear.

Keep pants pulled up on your waist.

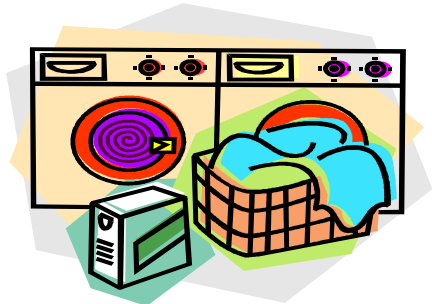
No shirts that show your stomach or breasts. No short shorts.

No hats or clothes with obscene language, offensive pictures or messages.

STAFF HAVE THE RESPONSIBILITY AND AUTHORITY TO DETERMINE WHAT IS APPROPRIATE CLOTHING IN THEIR AREA. PLEASE CHANGE YOUR CLOTHES AS REQUESTED.

LAUNDRY DAY...

WASHERS AND DRYERS ARE...



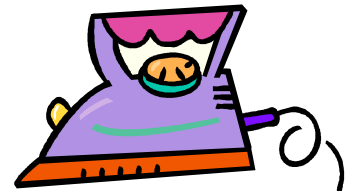
FREE

YOU MUST HAVE YOUR OWN LAUNDRY SOAP, SOFTENER AND BLEACH.

WAIT

STAY WITH YOUR LAUNDRY WHILE IT'S WASHING AND DRYING.

IRON YOUR CLOTHES IN THE LAUNDRY ROOM.
STAFF WILL LET YOU BORROW AN IRON.



SAY AHH.....

.....GOING TO STUDENT HEALTH

EMERGENCY SERVICES ARE AVAILABLE 24 / 7.



MONDAY THROUGH FRIDAY 6:30 AM TO 10:30 PM

SATURDAY AND SUNDAY 7:00 AM TO 10:30 PM

CLOSED 5:00 TO 6:00 DAILY EXCEPT FOR EMERGENCIES

Sign in on Nurse's clipboard to be seen by the nurse or to make a doctors appointment.



The doctor will see patients:
Monday through Friday from 9:00 am to 4:00 pm.

Go to Student Health before class, during breaks, at lunch or after class....
To pick up medicine.....



See a nurse.....

Schedule a doctors appointment.

DO NOT BE LATE FOR CLASS.

**BRING YOUR NAME TAG WITH YOU TO
RECEIVE SERVICES!!!!**

SCHEDULED APPOINTMENTS

Appointment cards are sent to the dorm.
They are delivered to your room before curfew.

On Carter Ashley Hall cards are posted on the message board in the lounge.



TO SERVE AND PROTECT...

.....CAMPUS POLICE/SECURITY ARE HERE TO KEEP US SAFE.



Police and Security staff are on duty at all times for your safety and well being.

Any staff will call a Police or Security officer for you if you would like to speak to one.

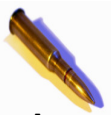
The Police/Security staff can engrave your Identification number on personal items FREE OF CHARGE to help you identify them if lost or stolen.

We are not responsible if you choose to borrow or loan money or other personal items while at WWRC.

THE FOLLOWING ITEMS ARE CONSIDERED **CONTRABAND** NOT ALLOWED ON CAMPUS:



Guns or any other item that can be used as a weapon



Ammunition (live or spent)



Knives



Explosives or fireworks



Candles incense or flammable fuels



Handcuffs or other restraining devices



Beer or Alcohol



Gang or Drug paraphernalia



Unauthorized prescription drugs, "look-alike" drugs or illegal drugs

ARE YOU SERIOUS????

THE FOLLOWING BEHAVIORS COULD RESULT IN YOUR **SUSPENSION**, IMMEDIATE **TERMINATION** OR **ARREST**.....



FIGHTING, THREATENING,
OR "PLAY" FIGHTING

HARASSING OR
INTIMIDATING OTHERS

SEX ON CAMPUS

SETTING FIRES, SETTING
OFF FIRE EXTINGUISHERS,
OR PULLING FIRE ALARMS

STEALING

DESTRUCTION OF PROPERTY

HAVING ANY ITEM THAT IS
CONSIDERED **CONTRABAND**

**IF YOU DO ANY OF THE ABOVE ACTIVITIES,
YOUR BEHAVIOR WILL BE DOCUMENTED
AND MAY BE DETERMINED TO BE A **SERIOUS** INCIDENT.**

If you must participate in a Serious Incident Panel Review, you will have the opportunity to explain your role, participation and responsibility in the incident. The panel members consider this information, as well as your class progress, and your case manager's input before making their decision.

KEEP OUT.....

.....OFF LIMIT AREAS INCLUDE

OFF LIMITS

Physical Plant

Switzer Building

Cottages

Vo Tech and Augusta County School property

All wooded areas that are NOT clearly marked
as part of the Trails project

NO clients may walk off campus after dark.
There is no safe or lighted walkway off campus at night.

ALL GRASSY AREAS and ALL AREAS NOT LIGHTED, such as:

the quadrangle

Behind the Training building

The gazebo

The area between Carter Ashley and Barnett Halls

OFF LIMITS...AFTER DARK

JUST VISITING.....

All **visitors** MUST **sign in** with the receptionist at the
Admissions desk or with a staff member at the Recreation desk.

All visitors MUST wear a **nametag**.

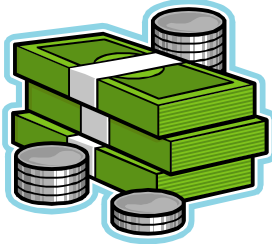
Visitors must leave by 10:00 pm.

You may have visitors in the Rec. Hall
at any time after class.



Only immediate family may visit you in the dorms. Please check
in with dorm staff when family members are going to your room.

MONEY, MONEY, MONEY...



WWRC PROVIDES CASHIER/BANKING SERVICES TO STUDENTS. THE **CASHIER'S WINDOW** IS LOCATED IN THE BIRDSALL-HOOVER BUILDING NEXT TO ADMISSIONS.

**OPEN : MONDAY –FRIDAY 12:00 PM – 1:15 PM
3:00 PM – 4:00 PM**

PERSONAL CHECKS FROM STUDENTS ARE CASHED FOR UP TO \$100.00

THE MAIL BAG...

WWRC PROVIDES INCOMING AND OUTGOING MAIL SERVICE TO CLIENTS.

PERSONAL MAIL BOXES ARE AVAILABLE FREE OF CHARGE ON A FIRST COME FIRST SERVED BASIS. MAIL MAY ALSO BE PICKED UP AT THE MAIL ROOM WINDOW IN THE REC. HALL. OUTGOING MAIL MAY BE PLACED IN THE SLOT AT THE MAIL ROOM FOR DELIVERY TO THE LOCAL POST OFFICE.



MAIL ROOM WINDOW

MONDAY – FRIDAY 11:00 AM TO 12:30 PM



COMING TOGETHER...



AN **INTERFAITH WORSHIP SERVICE**

WILL BE HELD **SUNDAY AT 3:00 PM**

THE CHAPLAIN AND THE WILLIAM A. CASHETT CHAPEL ARE AVAILABLE TO YOU REGARDLESS OF YOUR RELIGION.

THE CHAPLAIN'S SCHEDULE IS MONDAY – FRIDAY 5:30 PM TO 9:00 PM

BESIDES PROVIDING SPIRITUAL AND RELIGIOUS GUIDANCE, THE CHAPLAIN ALSO DIRECTS OTHER PROGRAMS WHICH YOU MAY PARTICIPATE IN. SEE THE CHAPEL CALENDAR FOR SCHEDULED ACTIVITIES.



GIVE ME A CALL...

IMPORTANT TELEPHONE NUMBERS

TOLL FREE WWRC NUMBER 1 - 800 - 345 – 9972

(Note: this is a business line and is not to for personal phone calls)

Collect calls for clients will not be accepted by WWRC.

WWRC Information Desk Phone	(540) 332-7390
Counseling/case management	(540) 332-7461
Student Health	(540) 332-7016
Campus Police	(540) 332- 7317
Barnett Hall Office	(540) 332-7147
Carter Ashley Hall Office	(540) 332-7146
Training Department	(540) 332-7232
Recreation Services	(540) 332-7184
Inclement Weather Phone	(540) 332-7941



PAY PHONES:

Carter Hall Lounge	(540) 886-9523
	(540) 886-3972

